

**CHILD CARE CENTER LICENSING COMMITTEE MEETING
MEETING MINUTES**

21 August 2014

Natural Resources Building, Room 1060
1594 West North Temple
Salt Lake City, UT 84114

Members Present: Joan Nichol, Dale Smith, Genevieve Romero, Fred C. Cox, Julie Shakib, and Deborah Tilley.

Members Absent: Becky Lageschulte

Department of Health and Child Care Licensing Staff Present: Marc Babitz, Teresa Whiting, Simon Bolivar, Donna Thomas, Jessica Strout, Joyce Hasting, Kathleen Sanders, Sue Kirkham, and Jennifer Franchow.

WELCOME

Mr. Bolivar welcomed members of the new committee and the public.

NEW BUSINESS

Administrative rules and procedures for the committee

Mr. Bolivar introduced the new committee members and spoke about the function and responsibility of the committee.

- Becky Lageschulte, Parent. Term: June 30, 2016.
- Julie H Shakib, Pediatrician. Term: June 30, 2016.
- Deborah Lynne Tilley, Owner of a for profit center based child care. Term: June 30, 2016.
- Joan Nichol, Owner of a for profit center based child care. Term: June 30, 2018.
- Genevieve Marie Romero, Owner of a for profit center based child care. Term: June 30, 2018.
- Dale Smith, Child Development Expert. Term: June 30, 2018.
- Fred C Cox, Architect licensed in the state. Term: June 30, 2018

Mr. Bolivar reviewed the Open and Public Meetings Act, under 52-4-202 and 52-4-302. Utah's public bodies are required to post notices of open meetings and other public notices on the Utah Public Notice Website within twenty-four hours of a meeting and must include; an agenda, date, time, and place. The statutes establishing this website are in Utah Code 63F-1-701.

The committee reviewed the following Utah Codes.

- 26-39-200 Child Care Center Licensing Committee
- 26-39-203 Duties of the Child Care Center Licensing Committee
- 26-39-301 Duties of the department -- Enforcement of chapter -- Licensing committee requirements.

Dr. Marc Babitz gave an overview of the Department of Health, Child Care Center Licensing rule making process.

Ms. Tilley asked for a list of emails from Child Care Licensing to solicit input from other facilities in creating topics for an agenda. Mr. Bolivar responded by saying an email list is not available at this time because in the past child care licensing did not ask for an email address. The Child Care Licensing applications have been updated to request an email address.

Mr. Matherly from the Office of Child Care suggested sending a survey to all providers using Survey Monkey. He said that he could send that survey to all the providers' email addresses kept by Care About Childcare. He asked the committee to send him all the suggested questions as soon as possible to be able to send the survey before the next committee meeting. Ms. Tilley was to collect the questions for the survey and send them to Mr. Matherly.

A motion was made by Genevieve Marie Romero, committee member, to use Survey Monkey to get providers feedback and to send the survey through Care About Childcare. The motion was seconded by Chair Deborah Lynne Tilley and unanimously approved by the committee.

Election of committee positions

Mr. Bolivar asked committee members for recommendations on nominations for the Center Licensing Committee Chair. Joan Nichol was nominated also, but she declined. No other committee members expressed interest in serving as an officer.

A motion was made by Becky Lageschultz, committee member, to nominate Deborah Lynne Tilley to serve as the Chairperson of the center licensing committee; seconded by Member Genevieve Romero and was unanimously approved.

AGENCY UPDATES

Mr. Bolivar reported a change in rule R430-6-3(3) new covered individuals will now have ten working days from beginning work at a child care facility or moving into a licensed or certified home, or a child turning 12 who resides in the facility where care is provided.

HB8 requires as of July 1, 2014, a \$15.00 per person background screening fee. After a background clearance has been obtained, the individual will receive a universal clearance card that will allow them to work at different facilities and this clearance card for each individual needs to be renewed annually. The current background screening renewal form will be changed to an individual background screening form.

Ms. Tilley adjourned the meeting at 2:40 p.m.

The next meeting is September 11, 2014, from 9:00 am- 11:00 am in Room 128 of the Cannon Health Building at 288 North 1460 West in Salt Lake City.